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**RGM Memo**

Date: February 16, 2018

To: School Owners and Financial Aid Personnel,

RE: Reminder on Gainful Employment- Release of the 2018 GE Disclosure Template

Dear School Owners and Financial Aid Personnel,

RGM MEMO FEBRUARY 16, 2018

This a reminder on the Electronic Announcement that was posted January 19, 2018, announcing the release of the 2018 GE Disclosure Template. The institutions will have until April 6, 2018 to update disclosures for each of their Gainful Employment (GE) programs, using the 2018 GE Disclosure Template. There were a few modifications, please refer to link below for the list. Under the GE regulations, institutions must provide warnings for programs that could become ineligible for Title IV based on the next round of final D/E rates. Loss of eligibility results after receiving overall “fail” ratings in any two (2) out of three (3) consecutive award years for which rates are calculated or after receiving combination of “fail” and “zone” ratings for four (4) consecutive award years for which rates were calculated. As a reminder for institutions that notified the Department that an alternative earnings appeal would be submitted for one or more GE programs, the deadline to submit an alternate earnings appeal was February 1, 2018. Below we have included the link to the Electronic Announcement.

**Due to CPAs checking that your institution has updated the GE Disclosure Template on your website, we will be sending a reminder every week.**

**The Electronic Announcement has a link that isn’t working when you click on it, we have included the link for you below:**

<https://www2.ed.gov/policy/highered/reg/hearulemaking/2009/negreg-summerfall.html>

The link below takes you directly to the template page:

<https://ope.ed.gov/GainfulEmployment/>

Please copy and paste link to your browser:

<https://ifap.ed.gov/eannouncements/011918GEAnnounce110Rel2018GEDisclosureTemplate.html>

Our  report 1070 for GE Disclosures is written to show data for every Title IV eligible program that is either still active or has any enrollments in the report periods.

If the report is listing programs that you no longer offer and showing counts of zero, check the ACTIVE RECORD flag for the program (course or major).

Note that there are options for how to determine Expected End Dates, and therefore on-time completions. Which option works best depends on how your school posts data.

In our report #1070 for GE Disclosures, each count or other number based on an underlying list of students is shown in the report with a hidden table with the underlying list of students. Click the + on the left to show the hidden table on the screen or click the Print Preview link on the right to bring up a print preview window with the table.

When you use the Print Preview button at the bottom of the report screen, the preview will have each table showing or hidden to match the current state of your screen. We have included an attachment with screenshots to help guide you. Please do not use the old report under Administration, Campus Master Setup, Annual Reports, Annual Reports.

**Rafael Gonzalez**

**President**

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